

## **BOARD OF PARKING COMMISSIONERS MINUTES**

**Regular Meeting:**

**Friday:**

**August 26, 2016**

The Regular Meeting of the Board of Parking Commissioners of the City of Fargo, North Dakota, was held in the City Commission Room at City Hall at 8:00 o'clock a.m., Friday, August 26, 2016.

The Parking Commissioners present or absent were as follows:

Present: Chairperson Mike Williams, Margie Bailly, Brian Hayer, Randy Thorson, Tracy Walvatne

Also Present: Commissioner Dave Piepkorn (City Commission Liaison)

Absent: None

Chairperson Williams called the meeting to order.

### **Item 1: Approve Order of Agenda**

Member Thorson moved the Order of Agenda be approved as presented. Second by Member Bailly. All Members present voted aye and the motion was declared carried.

### **Item 2: Minutes: Regular Meeting of July 29, 2016**

Member Hayer moved the minutes of the July 29, 2016 Parking Commission meeting be approved. Second by Member Bailly. All Members present voted aye and the motion was declared carried.

### **Item 3: Roberts Ramp Project**

Planner Derrick LaPoint presented an update to the Board on the status of this project, including the upcoming cost estimate on soil testing/mitigation from fuel tanks and contaminated soil found on the property; sidewalk closures; and the addition of the tower crane and multiple helical piles to the site.

### **Item 4: LinkFM Ridership**

Derrick LaPoint updated the Board on the data report noting the amount of construction in downtown Fargo has helped to increase the ridership on LinkFM.

### **Item 5: Interstate Report/Financial Data**

Andy Renfrew, Interstate Parking (IP), reviewed the July financial and operations report.

Board Members discussed the Downtown Residential Parking Permit Program (DRP3 Program) and its growth with more residents living downtown.

**Item 6: On-Street Data Collection**

Derrick LaPoint distributed an updated handout of a map showing the On-Street Parking Data Collection for April 2016. He stated this data, compiled by staff, shows the percentage of street capacity occupied at certain times of the day (9am, 12pm, 4pm, 8pm). He added parking counts will be completed again in October 2016.

**Item 7: Civic Area Parking**

Mr. LaPoint stated, with construction of the new Fargo City Hall, the Civic Center Parking Lot east of the current City Hall is closed, and a temporary parking lot is open in the Civic quad for City Hall visitors and Fargo Library patrons. He added this lot contains 37 parking spaces and is accessible through the Library's current parking lot entrance on 4th Street North.

Planning Director Jim Gilmour updated the Board on additional parking around City Hall and noted a portion of the Civic Center Parking Lot should be available for parking later this year.

**Item 8: Downtown Master Plan**

Planning Administrator Nicole Crutchfield reported staff is in the process of creating a Working Committee for the Downtown Master Plan and are looking for representatives from the Parking Commission to be on this committee. She stated the committee would start meeting in September.

**Item 9: Other Issues or Public Comments**

Mr. Gilmour updated the Board on the negotiations to the parking agreement for the Civic Center Ramp between the City and the Fargo Radisson Hotel. Mr. Gilmour noted City Attorney Erik Johnson is working on changes that are to be incorporated within the agreement. He added the agreement requires the City to install new automated parking equipment.

Paul Schnettler, Interstate Parking (IP), presented a handout to the Board of three proposals they have received for the TIBA, Amano and SkiData systems. He discussed the criteria considered during the review process and noted, of the three systems, TIBA was the only system that met the criteria. Mr. Schnettler stated the recommendation is to proceed with the TIBA system.

Member Walvatne moved the Parking Commission allow Interstate Parking to accept the bid from Tapco Safe Travels for the TIBA Parking System for the Civic Center Ramp. Second by Member Bailly. All Members present voted aye and the motion was declared carried.

The time at adjournment was 8:47 a.m.